



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting April 4, 2017

The April Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Call to Order

Mayor Partin called the meeting to order. Council Member Corley gave the invocation. Mayor Partin stated that the City is proud to honor military veterans by asking them to lead the assembly in the Pledge of Allegiance. She stated that the City's Municipal Treasurer, Mr. Garry Huddle, served in the United States Army National Guard for thirty two years. He entered as an enlistee at Fort Jackson and graduated from the South Carolina Palmetto Military Officers Candidate School in June 1984 as a 2nd Lieutenant. Mr. Huddle attended various active military leadership schools while serving as an Infantry Platoon leader, Battalion Mortar Platoon leader, Company XO, Company Commander twice, Brigade S3 Air and Battalion S3.

Mayor Partin stated that Mr. Huddle was deployed once to Turkey, and as the Battalion S3, helped plan and execute the successful deployment and training of the 1st of the 118th Infantry Battalions' desert exercise at the National Training Center in California. His last six years in the National Guard were spent as the communications liaison between the SC Army National Guard and the State's Emergency Management Division assisting the state in various natural disasters.

Approval of Minutes

Council Member Almond made a motion to approve the March 7, 2017 Regular Council Meeting and the March 22, 2017 Special Council Meeting minutes as written. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Proclamations

A. Approval of Proclamation – Little Miss Cayce

Council Member Almond made a motion to approve a Proclamation for Little Miss Cayce. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Mayor Partin asked Miss Raelyn McElroy to join her at the podium. She stated that Ms. Little was 7 years old and lived in Pine Ridge. Ms. McElroy attends Congaree Wood Early Education Center where she is in first grade. She has played baseball at Midland Dixie Youth Baseball in Pine Ridge since she was 3 years old. She loves to fish, hunt, go shopping, play baseball, sing and compete in pageants. Miss McElroy has competed in pageants since she was one month old and holds multiple titles, including South Carolina Princess and Ultimate Supreme Winner for the 2016 State Fair Pageant. Miss McElroy will be representing the City of Cayce in the Little Miss South Carolina Pageant in July as Little Miss Cayce. Mayor Partin and Council congratulated Miss Raelyn McElroy on all her accomplishments and wished her the best of luck in the upcoming Little Miss South Carolina pageant.

Other

A. Discussion of Proposed FY2017-2018 Utility Fund Budget

Ms. Vance stated that the FY2017-2018 Utility Fund Budget is currently out of balance to the positive of \$62,091 with Projected Revenues of \$13,170,189, and Projected Expenditures of \$13,108,098.

The Utility Fund Budget includes:

- A reduced list of capital from \$1,008,818 to \$465,190. A number of the reduced items will be able to be purchased in this year's budget.
- A 2% increase in the City's South Carolina Retirement System contribution
- Proposed increase of \$.02 for grease treatment
- 15% debt coverage for the City's utility fund debt
- \$1,600,000 transfer to General Fund for Indirect Costs
- A 3.5% rate increase as required by the terms of the SRF Loan

The Utility Budget does not include:

- Any COLA raises for the Utility employees
- Any increase for health insurance costs. Staff hopes to receive these costs in April and will be able to incorporate them at that time. There will most certainly be an increase and that is why staff is comfortable leaving the Utility Budget out of balance right now. The overage will give staff room to hopefully absorb any rate increases without having to further cut the budget.
- The lease/purchase payment for the meter portion of the Waterline Replacement Project.

Council Member Carter asked if any changes made to the draft budget would also have to be forwarded to the Purchasers. Ms. Vance stated that the City is required to send a draft budget to the Purchasers by April 30 but the Purchasers know that it is not a final budget. She stated that once the final budget is adopted it will be forwarded to them along with an updated rate methodology. Ms. Vance stated that the City's draft budget is forwarded to the Purchasers for their budgeting purposes.

Ms. Vance stated that with Council's consent, staff will forward the draft budget to the Purchasers before April 30th per the Wastewater Treatment Services Agreement. The final budget will then be forwarded to them once adopted. Council did not have any objections to the draft budget.

City Manager's Report

Ms. Vance stated that she is currently meeting with the General Fund departments to review their proposed budgets. She stated that the Department Heads will attend the second Council Meeting in April to discuss their budgets with Council.

Ms. Vance stated that the City is undertaking a bicycle and pedestrian planning process. She stated in partnership with the Central Midlands Council of Governments, City of West Columbia, and Town of Springdale, the effort is called the West Metro Bike and Pedestrian Master Plan. The Cities will develop a comprehensive plan for the future of pedestrian transportation. Simultaneously, the Cities are also performing a Bike Share Feasibility Study to determine the viability of a bike share system. During the planning process, the Cities will identify ways to be more pedestrian and bicycle friendly. Ms. Vance stated that everyone is invited to provide comments and suggestions for new bike and pedestrian routes through an interactive WikiMap. She stated that the WikiMap is a web-based mapping system that allows for "crowdsourcing" of data. Residents are able to locate the full length of routes that they enjoy biking and walking, as well as pinpoint destinations of interest, safety concerns, conflict points, and

other information relevant to the study process. The WikiMap also allows users to view data input by other users and to agree, disagree, and/or comment on individual items.

Ms. Vance stated that the waterline replacement project website is up and running, the flyers detailing the project are designed and will be placed on the resident's roll carts. She stated that a press release has been issued. She stated that business cards have been made for staff and Council to hand out to anyone that has questions or concerns about the project. The card has the website address, email address and the hotline number for the project.

Ms. Vance stated that the Riverwalk repair and improvement schedule is posted on social media and the City's website. All phases of the Riverwalk will be affected at various times so it is important to check the schedule often.

Committee Matters

A. Approval to enter the following approved Committee Minutes into the City's Record

Council Member Jenkins made a motion to approve entering the following Committee minutes into the City's official record:

Events Committee – February 9, 2017
Zoning Board of Appeals – February 27, 2017
Planning Commission – February 27, 2017

Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Appointments and Reappointments

Accommodations Tax Committee – One (1) Person

Mayor Partin stated that there are currently three open positions on the Accommodations Tax Committee. One of the three positions is required to be filled by someone that works in a restaurant in the City. She stated that the City has received a potential member application from Mr. Suki Patel, the owner of the new Schlotzsky's in Cayce. His appointment application is attached for Council's review. Mayor Partin stated that since opening they have been an amazing partner to the City at various events and have been very active in the community. Council Member Almond made a motion to appoint Mr. Patel to the Accommodations Tax Committee. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Corley congratulated Council Member Almond on being elected as the new President of the Lexington County Municipal Association. Mayor Partin congratulated the Gamecocks men and women's basketball teams on an amazing season and for playing with such determination and heart. She stated that the Tartan Day South events were a huge success and had an unbelievable turnout. She stated that it was a quality event.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements as it pertains to City rebranding
- C. Discussion of negotiations incident to proposed contractual arrangements relating to the City's Tax Increment Finance District
- D. Discussion of negotiations incident to proposed contractual arrangements between the City of Cayce and Lexington School District Two

Council Member Jenkins made a motion to move into Executive Session. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

Possible Actions by Council in follow up to Executive Session

There was no action taken in follow up to Executive Session.

Adjourn

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:40 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* *THANK YOU.*

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting April 4, 2017

Name	Address	Agenda Item

***Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. At the discretion of the mayor or presiding officer, the length of time for any speaker's presentation may be limited and the number speakers also may be limited.